

**CHARLES P. BOOTH**

14735 Margust Lane ■ Homer Glen, IL 60491 ■ 708.310.0712 ■ cpbooth11@gmail.com

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**EDUCATION**

**Illinois State University, Normal, IL** **Expected Graduation May 2014**  
Bachelor of Arts and Sciences in Mass Media Television Production, Interdisciplinary Minor in Sociology Major GPA: 3.3/4.0

**EXPERIENCE**

**Internship at DraftFCB Chicago in Pre/Post Production**

- Consolidated and prepared video projects and other prepped files for editors and assistant editors
- Participated in Creative Services meetings and “Think-Tanks” (“Jack’s Pizza” and “K-Mart”)
- Prepared stages for live production
- Communicated and coordinated with collaborating companies to fulfill production goals
- Maintained suite organization and made floor presentable for visiting clients

**Creative Intern at University Marketing and Communications Agency, Illinois State University** **Jan 2014 - May 2014**

- Attended client meetings to discuss objectives and planning
- Analyze and improve social media marketing strategy
- Captured numerous video footage for client projects
- Setup live shot gear such as lighting equipment, camera and audio equipment
- Maintain online agency video library

**Event Coordinator: Boyd Tinsley, Violinist of Dave Matthews Band Screening/Performance** **Sept 2012 – Feb 2013**

- Proposed and coordinated campus-wide event handling all communication with Boyd Tinsley/crew
- Scheduled over twelve site visits to review and select the most appropriate venue on campus
- Recruited two Registered Student Organizations to assist in promoting the event
- Arranged and produced both promotional and post-coverage news specials on TV-10 News
- Secured and participated in two newspaper articles and “on-air mentions” with WZND and WMBD radio stations to promote the event and share post-event coverage
- Negotiated with marketing representatives at Illinois State University, The Vidette Newspaper, and Boyd Tinsley to post the event on their social media pages

**Video Editor/Photographer for TV-10 News** **Aug 2012 - Dec 2013**

- Receive story assignments twice a week and are responsible for shooting and editing interviews and “B-Roll” footage
- Edit and sequence clips into a package while effectively executing production under a five-hour deadline
- Operate and execute an assigned task in studio for live broadcast including audio switchboard, floor director, graphics director, camera control, etc...

**Student Television Workshop** **Aug 2012 - May 2014**

- Elected Recording Secretary by forty club members
- Oversee all production including recording progress and assigning overall goals
- Produce weekly entertainment on campus-wide cable channel
- Write, produce and edit numerous videos including music videos, comical skits or client proposals

**Promotional Video Editor for Public Relations Student Services of America** **Aug 2012 – May 2014**

- Responsible for promotional video production showcasing Illinois State University Lacrosse Team
- Lead production on highlight reels, videography and other supporting video packages
- Learning key marketing skills to assist clients in their promotions through use of mass media and other marketing tools

**Management/Sales, Weed Man Lawn Care, Bloomington, IL** **Jan 2013 – April 2014**

- Managed ten “Door-Knocking” salesmen, coordinating all routes, provide transportation, build team morale and record all statistics
- Coordinated all routes, record all statistics, assist in transportation, and build team morale for “Door-Knocking” salesmen
- Communicated and persuaded prospective customers to purchase lawn care services
- Provide calculated lawn care estimates in a professional, informative and friendly manner to customers
- Exceeded company-set quotas and sales deliverables by \$165,000 during time of employment

**SKILLS**

- Final Cut Pro Studios, Adobe Creative Suite, Celtx operated Canon JVC GY-HM 700 and Rebel T3i

**ACTIVITIES**

**Illinois State University Football Team** **2010 - 2012**

- Learned the importance of teamwork, leadership and discipline
- Time management skills were improved tremendously through a daily schedule consisting of training, practice, film meetings and mandatory study hall
- Engaged in community volunteer work under a recognizable organization

**Ronald McDonald House Charities** **May 2012 - June 2012**

- Participated in monthly committee event planning meetings and suggested ways to enhance the quality of the overall event
- Produced a promotional video for the grand opening of a new Ronald McDonald House in Chicago
- Assembled all equipment for “Hoops for the House” basketball tournament and volunteered as a Court Monitor

**Metcalf Elementary School** **Aug 2010 – Dec 2010**

- Aided students with Visual and Deaf/Hard of Hearing disabilities providing assistance with in-classroom tasks
- Befriend students and ensured a comfortable, educational environment

